



## **REQUEST FOR PROPOSALS**

**Issued by the Utah Department of Natural Resources  
Division of Forestry, Fire & State Lands  
For Specific Lands at Utah Lake  
2010-01**

### **1.0 STATEMENT OF INTENT**

The Utah Department of Natural Resources, Division of Forestry, Fire & State Lands requests proposals for land use projects on a corridor of land that crosses Utah Lake from Vineyard to north of Pelican Point (See enclosed legal description). Interest has been generated for that piece of land and the Division, in order to fulfill its Public Trust obligations to assure highest and best use of sovereign lands, is opening that corridor of land for development proposals that align with the policies, goals and objectives of the Utah Lake Master Plan and the Division of Forestry, Fire and State Lands policy and rules.

Proposals are being solicited for development projects that will relate to the presence of the lake and its ecological systems, and ensure that the lake's value as a recreational amenity is preserved and enhanced. A mix of land uses in and around Utah Lake will provide for on-going agricultural operations, and residential, commercial and industrial development to meet the employment, housing and other needs of the communities near the lake.

### **2.0 BACKGROUND**

The Division of Forestry, Fire and State Lands may issue requests for proposals (RFP) for any sovereign land on which a potential for development exists. The Utah Lake Master Plan, completed and ratified in mid 2009, recognized the importance of the transportation as a major element in the future of the communities in and around the lake. Although neither the Utah Lake Commission, nor the Division of Forestry, Fire and State Lands has taken a position for a transportation corridor across the lake, it is acknowledged that there are pressures to provide for east-west corridors connecting areas on each side of the lake. The Mountainland Association of Governments has considered one or more lake crossings as part of their visionary processes, however, a Utah Lake crossing has not been endorsed by the regional council in its short or medium range plans.

### **3.0 APPLICANT ELIGIBILITY/REQUIREMENTS**

Any person qualified to do business in the state of Utah, and is not in default under the laws of the state of Utah, relative to qualification to do business within the state, or not in default on any previous obligation with the Division of Forestry, Fire and State Lands shall be a qualified applicant for lease or permit. This includes federal, state, and local governments and their subdivisions, non-governmental organizations, private companies, and individuals. The applicant who is awarded the lease, must participate in the Status Verification System to verify the work eligibility status of the lessee's employees, that are employed in the state. For more information on the Status Verification System, go to <http://www.uscis.gov/> and click on the e-verify links.

### **4.0 ELIGIBLE ACTIVITIES**

Proposals for land use projects must not conflict with the policies, goals and objectives outlined in the Utah Lake Master Plan, which also serves as the comprehensive management plan for the sovereign lands at Utah Lake. Accordingly, all development proposals should relate to the presence of the lake and its ecological systems, and ensure that the lake's value as a recreational amenity is preserved and/or enhanced.

### **5.0 ADMINISTRATIVE REQUIREMENTS**

- 5.1 Requests for Proposals, once submitted to the Division of Forestry, Fire and State Lands, become the property of the State of Utah. A proposal submitted in response to this RFP shall receive protected status until the director selects the preferred proposal.
- 5.2 If an application for a surface lease is rejected, all monies tendered by the applicant, except the application fee, will be refunded.
- 5.3 Should an applicant desire to withdraw the application, the applicant must make a written request. If the request is received prior to the time that the application is considered for formal action, all monies tendered by the applicant (except the application fee and any amounts expended on advertising costs, review costs or appraisals prior to the receipt of the withdrawal request) will be refunded. If the request for withdrawal is received after the application is approved, all monies tendered are forfeited to the division unless otherwise ordered by the division for a good cause shown.
- 5.4 Proposals must indicate acceptance of terms required by this RFP in a transmittal letter signed by the individual with authority to bind the entity to these requirements.

- 5.5 Evaluations of proposals solicited through this Request for Proposals are subject to Utah Code 65A-7 and Utah Administrative Code R652. Any discrepancies between this RFP and law shall be resolved in favor of the laws and rules of the State of Utah.

## **6.0 PROPOSAL COMPONENTS**

To be considered, project proposals must include the following components:

### **6.1 APPLICATION FORM AND APPLICATION FEE**

- A. An application form must accompany the proposal. The proposal the application form and the application fees become known as the application or application packet.
- B. A non-refundable application fee of \$300.00 made out to Forestry, Fire and State Lands plus a \$100 advertising deposit shall become part of the application packet.

### **6.2 PROJECT NARRATIVE**

Please limit to eight (8) pages single sided, singled spaced, 12-point type document not including resumes (see list of appendices below). The narrative should provide:

- A. Information about the proposed lessee, designer, construction contractor, operations and maintenance contractor for the project;
- B. Name and nature of the sponsoring company, including relevant financial information such as a Dunn and Bradstreet report, and other reports that may provide the division with a clear understanding of the financial viability of the company;
- C. A declaration of close associations of team members (principals) with staff of the Division of Forestry Fire and State Lands, members of the Utah Lake Commission, or the Utah Lake Commission Technical Team;
- D. Project plan of work, including goals, milestones, identified risk to the state, progress monitoring, funding source(s), purpose, objectives and methods;
- E. A discussion of the importance of the project to the public interest, including socio-economic benefits (jobs created, social problems addressed, desirability of the project, income to the state through land use, etc); and
- F. A schedule of deliverables and due dates.

### **6.3 COLLABORATION/PROJECT PARTNERS**

Please restrict to a summary section of one (1) page single sided, singled spaced, 12-point type document not including letters of commitment (see list of appendices below).

- A. Identify partners and their contributions to the proposed project.
- B. Letters of commitment describing the specific project (provided by the project partner and included as an appendix).

### **6.4 PROJECT BUDGET AND SCHEDULE**

- A. Project proposals must present a budget table in a format similar to that of the attached example. The expenditure section should include expenses, plus any matching funds if expected and address preconstruction, construction and operation and maintenance phases. Please include costs by cost categories: personnel, equipment, supplies, travel, administration (overhead), and/or other.
- B. The income section will include those funds that the State of Utah will receive for the use of the identified lands, the fees in reviewing and evaluating the application, and the royalty or revenue sharing plan. The income section should identify income for the next seven years.

### **6.5 PROJECT DRAWINGS, SURVEY AND OTHER SUPPORTING DOCUMENTS**

- A. A reasonable location map of the proposed project must accompany the proposal. A certified survey is not required for the application, but a certified survey must be submitted before the Record of Decision is issued.
- B. A site map of the desired project should accompany the application, showing the project location and nearby structures and other features.
- C. Because the lake level fluctuates, include in the project proposal, plans that include references to the relationship of the proposed use to the various water surface elevations of the lake and the relationship of the proposed use to the lake and vicinity at the site of the proposed use.
- D. Any other drawings, or other supporting documents that would help the division make an informed decision such as design drawings, constructions drawings, etc.

### **6.6 APPENDICES**

- A. Curriculum vitae of key project team members for all phases of project.
- B. Letters of support from community leaders, community groups, agencies, etc.
- C. Letters of commitment from declared partners.

**Sample Budget Tables  
Costs**

	Budget Category	Source of funds	Matching funds	Unit Cost	# of Units	Subtotal
<b>Preconstruction</b>	Personnel					
	Equipment					
	Materials/supplies					
	Overhead					
	Subcontractors					
	Other (list)					

	Budget Category	Source of funds	Matching funds	Unit Cost	# of Units	Subtotal
<b>Construction</b>	Personnel					
	Equipment					
	Materials/supplies					
	Overhead					
	Subcontractors					
	Other (list)					

	Budget Category	Source of funds	Matching funds	Unit Cost	# of Units	Subtotal
<b>Operations &amp; Maintenance</b>	Personnel					
	Equipment					
	Materials/supplies					
	Overhead					
	Subcontractors					
	Other (list)					

## **Sample Budget Tables**

### **Income to the State**

<b>Budget Category</b>	<b>Year 0</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Year 6</b>
Application <sup>1</sup>							
Rental <sup>2</sup>							
Easement <sup>3</sup>							
Royalty <sup>4</sup>							

1. Application includes the application fees and applicable review fees, advertising fees and other processing fees.
2. Rental is based on acres
3. Easement is a one fee assessed to utilities using the state lands
4. Royalty is the profit sharing mechanism based on value derived from the land use

## 7.0 RANKING CRITERIA

The Division will follow the criteria as prescribed in the Division's rules to evaluate the proposals. Accordingly, prospective applicants should address each of the criteria in their proposals. In addition to the criteria, the division will evaluate the environmental aspects of the development on Utah Lake, as well as socioeconomic aspects of the proposal (e.g. jobs created, benefits to society of the proposed project, how well the project fits with the Master plan, etc.)

Weight	Criteria
25%	Income potential – includes short term and long term income to the public trust.
25%	Ability of proposed use to enhance adjacent state property – specifically highest and best use of state lands
5%	Proposed timetable for development – including preconstruction, construction and operations timetable
25%	Ability of applicant to perform satisfactorily – includes ability to obtain necessary permits and bonds, company stability, financial backing, etc.
10%	Desirability of proposed use
10%	Specific proposal elements <ul style="list-style-type: none"><li>o milestones</li><li>o reasonable and rational budget</li><li>o reasonable work plan and scope of work</li><li>o quality of proposal</li><li>o completeness of proposal</li></ul>

## **8.0 PROPOSAL APPLICATION PROCEDURE**

All proposal packets may be received as hard copy to the address below, or electronic and received attached to an email as a WordPerfect document, Microsoft Word document, or .pdf document. Each proposal must be received no later than noon, **March 31, 2010**. Absolutely no exceptions will be made for proposals not received by the appointed time. Proposals shall be submitted to the Division at email address listed below.

Randy Kaufman  
Surface Lease Analyst  
Forestry Fire & State Lands  
1594 W North Temple Ste 3520  
PO Box 145703  
Salt Lake City, UT 84114  
[randykaufman@utah.gov](mailto:randykaufman@utah.gov)  
(801) 538-5453

### **Questions regarding this Request for Proposals should be addressed to:**

Dave Grierson or Randy Kaufman,  
Utah Division of Forestry, Fire & State Lands  
PO Box 145703  
Salt Lake City, UT 84114-5703 Phone: (801) 538-5555.

Physical Address: Forestry, Fire & State Lands  
1594 W North Temple Suite 3520  
Salt Lake City, UT 84116.

## **9.0 NOTIFICATION**

Successful proposals selected for funding will be notified within 30 days of the submission deadline. This initial notification should not be construed as an official surface use lease. Applications shall be processed in accordance with the applicable rules in effect at the time the application is accepted, or in process if the rule change in process is in the best interest of the beneficiary. No use of the subject property is allowed until a valid, criteria based on the rules of the grant award. The Division is responsible for follow-up with the appropriate documentation to award the grant. Successful candidates are encouraged to consult with the awarding agency before incurring any expenses, as pre-award costs are not usually allowed.



# FORESTRY, FIRE & STATE LANDS REQUEST FOR PROPOSALS Cover Sheet



<b>Project Title</b>			
<b>Lead Project Sponsor</b>			
<b>Project Contact</b>	Name		
	Mailing Address		
	Phone Number		
	Fax Number		
	E-Mail Address		
<b>Project Description / Abstract</b>			
<b>Annual income to Division of Forestry, Fire and State Lands</b>	\$		<b>Total Project Cost</b>
			\$

Legal Description for the  
Utah Lake Crossing Nomination

February 11, 2010

A 180 FOOT EASEMENT, 90 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

BEGINNING AT A POINT ON THE EAST MEANDER LINE OF UTAH LAKE AS DEFINED BY A BOUNDARY LINE AGREEMENT WITH THE STATE OF UTAH, SAID POINT BEING S.89°23'17"W. ALONG THE SECTION LINE 2612.42 FEET AND NORTH 1301.13 FEET FROM THE SOUTHEAST CORNER OF SECTION 7, TOWNSHIP 6 SOUTH, RANGE 2 EAST, SALT LAKE BASE & MERIDIAN; THENCE S.70°17'02"E 30,149 FEET MORE OR LESS TO A POINT ON THE WEST MEANDER LINE OF UTAH LAKE AS DEFINED BY A BOUNDARY LINE AGREEMENT WITH THE STATE OF UTAH, SAID POINT ALSO BEING THE POINT OF TERMINUS AND BEING LOCATED N.0°18'09"E ALONG THE SECTION LINE 1595.13 FEET AND EAST 803.69 FEET FROM THE SOUTHEAST CORNER OF SECTION 19, TOWNSHIP 6 SOUTH, RANGE 1 EAST, SALT LAKE BASE & MERIDIAN.

# UTAH LAKE CROSSING LOCATION MAP

Utah Lake, Provo Valley, Utah

# UTAH LAKE



SARATOGA SPRINGS

68

FUTURE FOOTHILLS DRIVE / MOUNTAIN VIEW CORRIDOR CONNECTION

PELICAN POINT

REDWOOD ROAD

68

VINEYARD



800N

INTERMODAL TRANSPORTATION HUB (UTA)



